



The Commonwealth of Massachusetts  
Division of Professional Licensure  
239 Causeway Street, Boston, MA 02114  
Board of Embalming & Funeral Directing  
www.mass.gov/dpl/boards/em  
617-727-1718

**Continuing Education Program Application**  
(must be submitted 30 days in advance of program date)

Program Title: \_\_\_\_\_

Program Coordinator or Sponsor: \_\_\_\_\_

Applicant's Name: \_\_\_\_\_

Applicant's Address: \_\_\_\_\_

Applicant's Telephone Number: \_\_\_\_\_

Date(s) and Location(s) of Program: \_\_\_\_\_

\_\_\_\_\_

Total Number of Hours Requesting: \_\_\_\_\_

**Please return this application with the following:**

- Course materials or syllabus including a course description that clearly describes the content of the course and a summary outline of major topics with the number of classroom hours devoted to each major topic
- Instructor's qualifications

***Programs must be open to all members of the embalming and funeral directing profession. Please be sure you have enclosed all the required materials for review. Other materials may be requested if necessary to determine the appropriateness of the course. Incomplete paperwork will be returned to the applicant.***

By my signature, I hereby state the above information is true to the best of my knowledge.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

Date Reviewed:  
☐ Approved  
☐ Denied-Reason:

Office Use Only  
Reviewed By: